

**The Kentucky Board of Licensure for
Marriage and Family Therapists**
October 22, 2015
Minutes

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The regular scheduled meeting of the Kentucky Board of Licensure of Marriage and Family Therapists was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky on October 22, 2015.

Board Members Present:

Mary Badami, Chair
Jane Prouty
Carolyn Miller-Cooper
Brien Hill
Mary Ellen Yates
Marie Ruf
Karen Westbrook

Occupations and Professions:

Amy Parker, Board Administrator

Office of the Attorney General:

Nicole Biddle, Board Attorney

Guests:

Felicia Birchwell
Mallory Thompson
Bill McMican

The October 22, 2015 meeting was called to order by Board Chair, Mary Badami at 1:15 p.m.

The Board reviewed minutes from the September 24, 2015 Board meeting. Jane Prouty motioned to approve the minutes as amended. Marie Ruf seconded the motion and it carried unanimously.

The Board reviewed the FY15 Monthly Financial Reports for July 1, 2015 through September 30, 2015.

Marie Ruf motioned to move the New Business discussion item regarding Mallory Thompson and Bill McMican up on the agenda in addition to the discussion on Felicia Birchwell. Carolyn Miller-Cooper seconded the motion and it carried unanimously.

After a brief discussion clarifying the circumstances, Mary Ellen Yates motioned to approve Mallory Thompson's licensure application. Brien Hill seconded the motion and it carried unanimously.

The Board discussed Felicia Birchwell's associate renewal application and upon explanation Mary Ellen Yates motioned to approve the application with provisions. Marie Ruf seconded the motion and it carried unanimously.

O&P Report

Amy Parker reminded the Board to submit out of state travel requests as early as possible. A copy of the request form is attached to the report.

Ms. Parker again reminded the Board that the biennial budget is still being worked on for FY 17 and 18 and Susan Ellis will submit them for approval by the end of October.

Ms. Parker informed the Board that some staff continue to fill in as interim board administrators until a new administrator is hired.

Ms. Parker discussed license renewals as O&P is in the midst of its busiest portion of the annual license renewal period. O&P strongly recommends using the online renewal system as much as possible to cut back on excess paper and the additional workload paper renewals add onto the board administrators.

Ms. Parker reminded the Board that Election Day is November 3rd and the office may have limited staff. November 11th is a state government holiday, Veterans Day, and the office will be closed.

Ms. Parker initiated discussion on the Healthcare Workforce Capacity Initiative. Mary Badami initiated a board discussion on this further. This is still in the early stages of development.

Attorney Report

Nicole Biddle reported that all statements for consideration for all four regulation changes were filed as of October 15, 2015. The Hearing is set for November 10, 2015.

Old Business

a. Board Member Reports/Tasks -

1) CEU fee – This discussion item was tabled for the December meeting. The Board discussed a letter and response to Heisel and Associates.

2) Board Organization – Marie Ruf discussed ideas and examples of ways to improve board organization. After input from the Board, Ms. Ruf would be continuing to collect information from the minutes and other board members.

b. The Board reviewed correspondence received from Mike Rankin. No further action.

c. The Board discussed supervisor/supervision requirements. This will be discussed further at the next meeting.

d. Carolyn Miller-Cooper discussed the LEAN Program. Carolyn Miller-Cooper motioned to seek more information on the LEAN Program regarding time/money. Karen Westbrooks seconded the motion and it carried unanimously.

e. The Board discussed potential changes to the ethics regulations. Karen Westbrooks will investigate and report on how our regulation aligns with the 2015 AAMFT Code of Ethics.

New Business

The Board reviewed a Board Approved Supervisor (BAS) status request from Shawn Oak. Mary Ellen Yates motioned to approve the request. Jane Prouty seconded the motion and it carried unanimously.

The Board reviewed a Board Approved Supervisor (BAS) status request from Shawna Anderson. Karen Westbrooks motioned to defer this request until further information has been received. Carolyn Miller-Cooper seconded the motion and it carried unanimously.

The Board reviewed correspondence received from Deena Towler. A response would be sent to refer Ms. Towler to the regulations and application for more information.

The Board reviewed correspondence received from Margaret Searcy. Carolyn Miller-Cooper motioned to send a cease and desist to Ms. Searcy and copy Ms. Walker and send a separate letter to Ms. Walker requesting a copy of their most recent supervision plan. Jane Prouty seconded the motion and it was approved unanimously. This would be discussed at the next meeting further.

The Board reviewed a question from Cassie Marshall. Carolyn Miller-Cooper motioned that the Board refer Ms. Marshall to 201 KAR 32:035 and define experience as post licensure experience. Brien Hill seconded the motion and it carried unanimously.

The Board reviewed a question from Katie Martin. Brien Hill motioned that the Board advise Ms. Martin to complete licensure requirements in California and then apply for an Associate permit until she is able to pass the exam and apply for full licensure. Otherwise, she would need to apply for an Associate permit and work toward licensure. Karen Westbrooks seconded the motion to send the recommendations and it carried unanimously.

The Board reviewed a question from Allison Hock. Jane Prouty motioned that the Board advise Ms. Hock to submit her request for review. Karen Westbrooks seconded the motion and it carried unanimously.

The Board reviewed a question from Marc Leibson. Karen Westbrooks motioned to advise Mr. Leibson to submit his supervision of supervision contract. Brien Hill seconded the motion and it carried unanimously.

Complaints/Other Legal Matters

- 2014-005 – Pending Hearing
- 2014-007 – Pending Hearing
- 2015-001 – Pending settlement offer
- 2015-003 – Jane Prouty motioned for the Board to approve initiating an investigation. Karen Westbrooks seconded the motion and it carried unanimously.

Application Review

Mary Ellen Yates motioned to approve all applications, renewals, audits, inactive status requests and Provider Applications as reviewed and approved by the Committees which met today. Marie Ruf seconded the motion and it carried unanimously.

Carolyn Miller-Cooper motioned to approve the ratifications of applications, renewals, audits and provider applications reviewed and issued following the last meeting and prior to this meeting. Jane Prouty seconded the motion and it carried unanimously.

Associates:

The following applications for Marriage and Family Therapy Associates were approved: *Erin Aiello, Caleb Bonner*

The following applications for Marriage and Family Therapy Associates were deferred: *Ashley Vaden*

The following applications for Marriage and Family Therapy Associate were approved with provisions: *Felicia Birchwell, Nicole Robinson*

The following applications for Marriage and Family Therapy Associate were denied: *None.*

The following Plans of Supervisions for Marriage and Family Therapy Associates were approved: *Sharon Arflin, Ashley-Morgan Ash, Whitney Campbell, Kensie Duszynski, Julie Elmore, Laura Lancaster, Ricky Mattox, Yenisei Santiesteban*

The following Plans of Supervisions for Marriage and Family Therapy Associates were deferred: *None.*

The following Renewals for Marriage and Family Therapy Associates were approved: *Eva Archie, Rachel Gilbert, Samantha Griffiths, Joanne Hellmann, Jillian Hord, Katherine Jones, Vanessa Jones, Dana Kearns, Joshua Love, Daniel Melear*

The following Renewals for Marriage and Family Therapist Associate were deferred: *Rebekah Sidebottom*

The following Renewals for Marriage and Family Therapist Associate were approved with provisions: *None.*

The following Renewals for Marriage and Family Therapy Associate were denied: *None.*

LMFT:

The following applications for Marriage and Family Therapist were approved: *Mallory Thompson, Lauren Virant*

The following applications for Marriage and Family Therapist were deferred: *Rebekah Sidebottom*

The following applications for Marriage and Family Therapist were denied: *None.*

The following applications for Marriage and Family Therapist reinstatements were approved: *None*.

The following applications for Marriage and Family Therapist reinstatements were deferred: *McKenzie Smith*

The following Renewal Audits for Marriage and Family Therapists were approved: *Julie Hansen, Richard Welsh, Mary Ellen Yates*

The following Renewal Audits for Marriage and Family Therapists were approved with provisions: *None*.

The following Renewal Audit for Marriage and Family Therapists were deferred: *Erin Blanton, Kathy Lashbrook Miles*

Continuing Education Applications were reviewed. They will be posted on the website as soon as possible at <http://mft.ky.gov> under Resources/Continuing Education.

Status Report as of 10/22/2015

- Active Licensee's for Marriage and Family therapist.....540
- Active Permits for Marriage and Family Therapy Associates.....156
- Total Active Licensees and Permits.....696
- Total Inactive Licensees.....12

The next meeting of the Marriage and Family Therapy Board has been scheduled for November 19, 2015 beginning 12:30 p.m. at 911 Leawood Drive, Frankfort, KY 40601. Committees will meet at 8:30 a.m.

Mary Ellen Yates motioned that travel and per diem be paid to those who attended the regular Board Meeting on October 22, 2015. Marie Ruf seconded the motion. The motion passed unanimously.

Mary Ellen Yates motioned to adjourn, seconded by Jane Prouty. The motion passed unanimously. Ms. Badami adjourned the meeting at 4:14 p.m.

Respectively Submitted:

Amy Parker,
Board Administrator